

Dept / Div: 60-01 Administration

Account	FY07 Actual	FY08 Actual	FY09 Budget	FY09 Actual	FY10 Budget	FY11 Requested
6001-0101 Full Time Salaries	200,234	185,962	202,696	202,008	210,672	211,651
6001-0110 Overtime	5,481	3,158	5,500	4,212	5,000	5,000
6001-0139 Sewer Commissioner's Sal	2,500	2,500	2,500	2,500	2,500	2,500
6001-0501 FICA / Medicare	16,025	14,756	15,507	16,065	16,116	16,191
6001-0505 Retirement / ICMA	5,760	5,248	5,678	4,918	5,900	6,230
6001-0510 Medical Insurance	63,182	59,113	67,737	61,087	62,391	68,845
6001-1005 Dues & Publications	1,689	192	1,000	1,018	1,000	1,000
6001-1013 Safety Equipment	1,980	2,191	2,500	3,594	2,500	2,500
6001-1014 Gas / Diesel / Oil	3,773	3,849	5,000	3,303	5,000	5,000
6001-1202 Professional Development	1,417	262	1,000	1,088	1,000	500
6001-1205 Uniforms / Clothing Allowance	1,250	1,250	1,250	1,250	1,250	1,250
6001-1520 Communications	3,017	2,839	3,200	1,978	2,700	2,000
6001-2005 Vehicle Maintenance	3,953	3,347	3,000	4,328	4,000	4,000
6001-2501 General Liability Ins	1,297	1,196	1,400	3,175	3,300	3,000
6001-2502 Auto Insurance	3,115	3,084	4,300	3,166	4,300	3,400
6001-2503 Property Insurance	2,215	2,146	2,600	1,871	2,600	2,300
6001-2504 Bond	167	170	200	150	200	200
6001-2506 Public Officials Liability	669	790	900	775	1,000	800
6001-2509 Unemployment Insurance	0	1,098	1,098	1,098	1,350	1,500
6001-2510 Workers Comp Insurance	6,731	7,669	8,000	7,667	8,000	7,000
6001-3001 General Legal	2,043	0	2,500	0	2,500	2,500
6001-3021 Drug Testing	230	420	250	0	250	250
6001-3025 Auditor	1,900	1,900	1,900	1,900	1,900	1,900
6001-3028 GIS Updates	1,195	0	15,000	13,888	5,000	4,000
6001-3041 Information Technology	0	0	0	0	0	4,000
6001-3063 Billing Services	24,669	25,945	26,040	26,669	27,800	27,800
Total Administration:	354,492	329,085	380,756	367,708	378,229	385,317

Full time salaries: Includes five full time Wastewater Department employees.

Overtime: The Wastewater Treatment facility, seven pump stations, and seventeen miles of collection system operate around the clock and requires that a member of the crew be available to respond to emergencies outside of normal working hours.

Sewer Commisioners Salaries: 5 commisioners x \$500 = \$2500.

FICA / Medicare: 7.65% of wages.

Retirement / ICMA: 2.8% of wages for 4 employees.

Medical Insurance: Health insurance for 5 Wastewater Department employees.

Dues & Publications: To pay for professional memberships and publications relevant to the wastewater treatment field.

Safety Equipment: This covers the cost of the steel toe workboots that the crew is required to wear as well as any other safety related equipment that we purchase.

Gas / Diesel / Oil: To purchase fuel for Wastewater Department vehicles.

Professional Development: This covers the cost of annual training for the Wastewater Department Superintendent, this training is required to maintain a plant operators license. It also provides training for other Wastewater Department personnel appropriate to their job responsibilities

Uniforms / Clothing Allowance: 5 employees x \$250 per employee = \$1250

Communications: Covers the cost of phone service for the Treatment Plant, and 5 pagers.

Vehicle Maintenance: Covers the cost of routine maintenance and replacement parts for all Wastewater Dept. vehicles.

General Liability Insurance: Covers Sewer operations.

Unemployment Insurance: 5 employees x \$12,000 x .0235 (2.35%)

General Legal: An estimate.

Drug Testing: one member of the Wastewater Department crew holds a Commercial Drivers License, because of this he is in the "pool" and is subject to random drug testing.

Auditor: For FY10 audit.

GIS Updates: To cover the cost of maintaining the Wastewater data in the Town's GIS data base. Also for expanding the system.

Information Technology: For the licensing, support and service of our computer and computer related systems.

Billing Services: All expenses associated with processing wastewater bills. This service is provided by Aqua Maine, Inc. I estimate that we will need to generate approximately 7500 bills during FY11 at a cost to the Town of \$3.70 per bill.

Dept / Div: 60-05 Treatment Plant O&M

Account	FY07 Actual	FY08 Actual	FY09 Budget	FY09 Actual	FY10 Budget	FY11 Requested
6005-1061 Chemicals	14,448	15,162	15,000	13,509	15,000	15,000
6005-1501 Electricity	53,326	43,934	62,000	60,710	60,000	60,000
6005-1505 Heat (oil)	7,351	6,412	15,000	8,359	7,500	8,200
6005-1510 Water / Sewer	1,015	894	1,500	1,048	1,200	1,500
6005-2062 Plant Maintenance	45,138	38,502	42,000	44,621	40,000	40,000
6005-3029 Laboratory Services	1,865	7,416	6,000	1,247	2,500	3,000
6005-3030 Mowing	5,500	5,500	5,000	5,000	5,000	5,000
6005-3062 Sludge Removal	85,751	81,735	90,000	83,003	80,000	80,000
Total Treatment Plant O& M	214,394	199,555	236,500	217,497	211,200	212,700

Chemicals: This covers the cost of approximately 3000 gal. of Sodium Hypochlorite (chlorine) for effluent disinfection, 360 gal. Sodium Bisulfite to remove chlorine before discharging effluent to harbor and 400 gal. of Cationic Polymer used in the process of sludge dewatering on the belt press.

Electricity: For operation of Wastewater Treatment Plant.

Heat (oil): For heating Control Building and Shop at Wastewater Treatment Plant. We use approximately 3500 gal. per year. Projecting \$2.349/gal.

Water / Sewer: General plant water, and water used in the truck mounted sewer flushing machine.

Plant Maintenance: Used for general plant maintenance, replacement parts and supplies. This figure includes \$10,000 that I estimate will be required for Sludge Filter Press repairs and upkeep. This line will also be used to pay The Maine DEP Wastewater Discharge License Fee.

Laboratory Services: Our discharge license, issued by the DEP, requires that we perform tests to confirm our compliance. We are also required to test the sludge that we send to be composted per our agreement with New England Organics.

Mowing: Lawn maintenance at the Treatment Plant, performed by the Parks & Rec. crew.

Sludge Removal: No rate increase for this item for FY11. It appears that the new aeration system installed in the summer of 2007 has improved the efficiency of the sludge digesters, resulting in a decreased quantity of sludge needing to be disposed of.

Dept / Div: 60-10 Collection System O&M

Account	FY07 Actual	FY08 Actual	FY09 Budget	FY09 Actual	FY10 Budget	FY11 Requested
6010-2061 Collection System Repair & Maint	24,060	15,655	20,000	10,009	20,000	20,000
Total Collection System O&M	24,060	15,655	20,000	10,009	20,000	20,000

Collection System (Repair & Maintenance): To pay for minor repairs to the wastewater collection system. A typical project would be repairing manholes and raising manhole frames in conjunction with road rebuilding and resurfacing projects.

Dept / Div: 60-15 Wastewater Pump Station O&M

Account	FY07 Actual	FY08 Actual	FY09 Budget	FY09 Actual	FY10 Budget	FY11 Requested
6015-1501 Electricity	50,852	54,206	60,000	51,688	55,000	55,000
6015-1510 Water / Sewer	1,070	1,219	1,250	1,118	1,250	1,500
6015-2017 Pump Station Maintenance	4,057	3,303	6,000	2,499	6,000	6,000
6015-3035 Security Services	1,764	1,764	1,900	1,836	1,900	1,900
Total Wastewater Pump Station O&M	57,743	60,492	69,150	57,141	64,150	64,400

Electricity: Power to operate seven pump stations.

Water / Sewer: Water used for general clean up at Rawson Ave. and Public Landing pump stations, also used to administer Sodium Bisulfite for seasonal effluent dechlorination at Public Landing pump station.

Pump Station Maintenance: For general minor pump station repairs and replacement parts.

Security Services: This figure covers the cost of having Seacoast Security monitor the alarm systems at the Treatment Plant and the seven pump stations.

Dept / Div: 60-20 Capital Reserves

Account	FY07 Actual	FY08 Actual	FY09 Budget	FY09 Actual	FY10 Budget	FY11 Requested
Treatment Plant:						
6020-6262 WW Equipment	10,000	10,000	10,000	10,000	0	0
Collection System:						
6020-6363 I & I Reserve	10,000	10,000	10,000	10,000	10,000	0
6020-6364 Intown Sewer Reserve	10,000	10,000	10,000	10,000	10,000	0
6020-6465 WW Pump Station Reserve	0	0	10,000	10,000	20,000	0
Total Capital Reserves	30,000	30,000	40,000	40,000	40,000	0

Wastewater Department Reserve Accounts

Sewer Administration / WW Department Accrued Benefits: This fund would be used to cover the cost of any accrued benefits owed an employee if he or she were to leave the Towns employ.

Current balance: \$24,784 (05/03/10)

Treatment Plant / WW Equipment Replacement Fund: For the purpose of upgrading equipment primarily at the Treatment plant.

Current balance: \$126,445(05/03/10)

Collection System / I & I Reserve: To be used for future maintenance of the wastewater collection system to eliminate sources of inflow and infiltration.

Current balance: \$133,220 (05/03/10).

Collection System / Intown Sewer Reserve: Minor sewer replacement, repair and extension projects.

Current balance: \$72,176 (05/03/10).

WW Pump Station Reserve: For equipment repair and upgrade projects that are beyond the scope of the routine maintenance budget.

Current balance: \$41,310 (05/03/10)

Dept / Div: 60-25 Capital Improvements

Account	FY07 Actual	FY08 Actual	FY09 Budget	FY09 Actual	FY10 Budget	FY11 Requested
Sewer Administration:						
6025-6166 Info Tech	2,639	2,596	6,400	2,435	10,000	0
Treatment Plant:						
6025-6267 Capital Equip Replacement	29,216	0	32,500	62,509	27,500	56,500
Collection System:						
6025-6366 Inflow & Infiltration Study	0	0	0	0	0	27,300
6025-6367 Jetter Lease Payment	0	0	0	0	15,000	13,000
Pump Stations:						
6025-6468						
Total Capital Improvements	31,855	2,596	38,900	64,944	52,500	96,800

Information Technology: For the replacement of computers and computer related equipment. We anticipate no purchases for FY11.

Capital Equipment Replacement: The sludge press building has a 24 year old rubber membrane roof that has developed leaks. We have had it inspected by a roofing contractor who determined that the fault is with the flashing. The recommended solution is to replace the flashing and reseal all the seams. **Estimated cost: \$10,000.**

The Mid Coast Solid Waste Cooperative has offered to sell us a fork truck that they are currently in the process of replacing. It is a 2003 Toyota propane powered machine with a 3,500 lb. capacity and 3,200 hours of use. There are frequent occasions when we could use this piece of equipment to unload equipment or supplies that are delivered to the plant by truck. Currently we are forced to break some shipments down to parts small enough to handle with our small budket loader. We could also use it to handle equipment and supplies in our storage facility. **Purchase cost: \$4,500.**

Replace worn out comminutor (grinder) at the Treatment Plant per Capital Improvement Plan. **Cost: \$28,000.**

We would like to start replacing the Return Sludge Pumps at the Treatment Plant. These three pumps are 40 years old and we could replace one a year over the next three years. **Cost: \$14,000 / pump.**

Inflow & Infiltration (I & I) Study: Wright-Pierce Engineers have provided us with a proposal to assist us with an I & I study in our Sea Street Pump Station service area. Lately we have been under increasing pressure from the DEP to identify and eliminate sources of clean water that enter the collection system during storm events. Our plan is to start with the Sea Street area and use that study as a spring board to expand the effort to other parts of the collection system. **Cost of the Sea Street I & I study not to exceed \$27,300.**

Jetter Lease Payment: Annual lease payment for Sewer Flushing Machine upgrade: **\$13,000.**

	FY07 Actual	FY08 Actual	FY09 Budget	FY09 Actual	FY10 Budget	FY11 Requested
Total Wastewater Department	712,544	637,383	785,306	757,299	766,079	779,217

WASTEWATER DEPARTMENT OPERATIONS

Wastewater User Rate: Wastewater is billed at a base rate for each 100 cubic feet.

	<u>Rate</u>
FY10 (current):	\$3.55/100 cubic feet
FY11 (recommended):	\$3.75/100 cubic feet
Approved FY10 Rate:	_____/100 cubic feet

Wastewater I & I Fee: Before any building located in a development, and requiring subdivision approval or site plan review is connected to the public sewer, the owner must pay an I & I abatement fee based on the Construction Cost Index found in the Engineering News-Record.

FY10 Rate:	\$2.41 per gallon
Adjusted rate for FY11:	\$2.46 per gallon
	(Based on May 10, 2010 Construction Cost Index of 8761)

Approved by Board of Wastewater Commissioners

Date: June 15,2010
